

BOARD OF DIRECTORS – ACTION SUMMARY
Wednesday, April 16, 2003 – 6:00 p.m.

Administration Building
2101 Hurley Way, Sacramento, CA

CALL TO ORDER

The meeting was called to order by President Goold. Board Members present: Engellenner, Goold, Granados, Jones, Stewart, Trujillo, Vanderveen. Directors Duveneck and Valley, absent. Staff: Fire Chief Martinez, General Counsel Price, Board Clerk Tilson.

PLEDGE OF ALLEGIANCE

PUBLIC OPPORTUNITY TO DISCUSS MATTERS OF PUBLIC INTEREST WITHIN DISTRICT JURISDICTION INCLUDING ITEMS ON OR NOT ON AGENDA

None.

CONSENT AGENDA:

1. **Board Meeting Action Summary—April 2, 2003**
2. **Resolution No. 29-03—Deferred Compensation Committee Membership**
 - **Board Action:**
Engellenner/Stewart—Approve the Consent Agenda. Unanimous vote in favor by members present. Directors Duveneck and Valley, absent.

ACTION ITEM(S)

1. **Resolution No. 30-03—Authorizing an Amendment to the Contract With the California Public Employees' Retirement System—Error Amendment--(Simcoe)**
 - As a result of the December 1, 2000 reorganization, Section 20903 (Two Years Additional Service Credit) and Section 21427 (Improved Non-Industrial Disability Allowance) were inadvertently excluded by Cal PERS when the contracts were merged.
 - Staff recommends adoption of the Resolution authorizing an Amendment to Correct an Error in the Cal PERS Contract.
 - **Board Action:**
Vanderveen/Granados—Adopt the Resolution. Unanimous vote in favor by members present. Directors Duveneck and Valley, absent.

2. Resolution of Intention No. 31-03—Authorizing an Amendment to the Contract with the California Public Employees' Retirement System- 3% @ 60-Local Miscellaneous and Removal of Contract Exclusion for Resident Firefighter—(Simcoe)

Staff recommendation: Adopt two proposed amendments to the PERS contract and make a determination as to who shall pay the 1% cost to the Miscellaneous employees:

- First proposed contract amendment – Include Section 21354.3, 3% @ 60 for all Active Miscellaneous employees.

The formula will increase the affected employees' rate of contribution to 8%. The District currently pays 7% of the employees' contribution resulting in a 1% cost to the affected employees; however, the Board has the option to pick up the 1% cost.

The first year costs were calculated based on the actuarial projections for normal and unfunded liability costs in addition to a salary savings resulting from a certain group of miscellaneous employees who received reduced pay raises in correlation with the safety rates which included a "buy down" for the 3% @ 50 safety formula. Based on those facts, the approximate net cost of this program for the first year is \$167,000, second year—\$238,000, third year—\$252,013.

Staff was directed by the Board at its last meeting to determine the cost of the 1% if the Board elects to pay it for the Miscellaneous employees. The cost is approximately \$45,000 to \$50,000 annually. CalPERS has advised that a ballot election will still be required. Upon adoption of this Resolution, the election will be initiated and results certified to CalPERS.

- Second proposed contract amendment – eliminate Section 4.b of the CalPERS contract which excludes Resident Fire Fighters of the former Citrus Heights Fire District.

This exclusion was in the former Sacramento County Fire Protection District contract precluding former resident firefighters from buying back their service time.

There are no employer costs associated with eliminating the contract exclusion for Resident Fire Fighters.

- **Board Action:**
Vanderveen/Engellenner—Authorize the District to pay the 1% cost to the Miscellaneous employees and adopt the Resolution. Unanimous vote in favor by members present. Directors Duveneck and Valley, absent.

3. Resolution No. 32-03—Fund Allocation—Supersedes Resolution No. 27-03—(Simcoe)

- A Capital Fire Facilities Fee has been established for new construction/development to be collected through the Sacramento County Development and Surveyor Services Department of the Public Works Agency.
- The County of Sacramento estimates their cost for collection of the fees through June 30, 2004 at approximately \$125,000.
- This Resolution establishes the necessary expenditure accounts in addition to the revenue account established by the previous resolution, providing a temporary transfer of funds to pay the County, with the Revenue Account to be reimbursed when the balance reaches \$1 million.
- Staff recommends the Board adopt the Resolution for allocation of funds.
- **Board Action:**
Engellenner/Jones—Adopt the Resolution. Directors Engellenner, Goold, Jones, Stewart, Trujillo, Vanderveen, AYE. Director Granados, abstained. Directors Duveneck and Valley, absent. Motion carried.

4. Bid Award—Hazardous Materials Equipment—(Simcoe)

- In response to a Request for Bids, the following vendors submitted bids for the Hazardous Materials Response Team Equipment:

B.W.S. Distributors Inc.	\$38,506.23	(bid on 38 out of 108 items)
Empire Safety & Supply	\$39,372.00	(bid on 14 out of 108 items)
AramSCO	\$83,495.57	(bid on 91 out of 108 items)
Valley Rubber & Gasket Co. Inc.	\$37,574.68	(bid on 50 out of 108 items)

Staff evaluated the bids and selected Aramsco because it is the lowest responsive bid meeting all of the required specifications and scope of the bid.

AramSCO committed to provide a storage facility in Sacramento for items used regularly throughout the year as part of its bid.

- Staff recommends the Fire Chief be authorized to purchase the required hazardous materials equipment from Aramsco.

- **Board Action:**
Vanderveen/Engellenner—Approve the staff recommendation. Unanimous vote in favor by members present. Directors Duveneck and Valley, absent.

5. Bid Award—Fire Hose—(Cooper)

- Funds of \$180,000 are budgeted in the Fiscal Year 2002/2003 Final Budget for the planned replacement of fire hose.
- In response to a Request for Bids, the following vendors submitted bids for 21,800 feet of 5" Fire Hose:

L.N. Curtis & Sons	\$106,187.62
Allstar Fire Equipment Co.	\$127,462.86
Cascade Fire Equipment	\$117,395.83

Staff evaluated the bids and selected Allstar Fire Equipment Co. because it is the lowest responsive bid that meets all of the required specifications.

- Staff recommends the Board approve the staff recommendation and the Fire Chief be authorized to purchase the required Fire Hose from Allstar Fire Equipment Co.
- In response to Director Engellenner, staff explained fire hose coupling deficiencies in a previous purchase from L.N. Curtis to be corrected by the manufacturer.
- **Board Action:**
Vanderveen/Engellenner—Approve the staff recommendation. Unanimous vote in favor by members present. Directors Duveneck and Valley, absent.

PRESENTATION ITEM(S)

1. Logistics Division Update—(Cole)

- Logistics Manager Bill Cole gave a PowerPoint presentation providing a general overview of the numerous activities and support functions performed by the Logistics Division on a daily basis by its total of 13 authorized personnel.
- Responsibilities and support functions include, among others:
 - Manage the centralized operations of purchasing, shipping, receiving, warehousing, ordering, tracking, and distribution.

- Equipment maintenance and repair of apparatus inventory items, Self-Contained Breathing Apparatus (SCBA), protective clothing, ladder testing, small power equipment, extinguisher servicing, and equipment mounting-apparatus.
- O2 and SCBA bottle refill capabilities.
- Supplies management for EMS, District fuel, office, building, maintenance, and station fund.
- District service contracts.
- On behalf of the Board, appreciation was extended to the entire Logistics staff for their work and emphasis on safety.

2. EMS – Reframing at Metro Fire: Strategies for the Future—(Vanderveen)

- Director Vanderveen referred to his memo dated April 13, 2003 distributed to the Board relative to the 109-page EMS study voicing some concerns:
 - Some of the strategies may require policy determinations by the Board of Directors.

Requested a staff analysis of the EMS Study be presented to the Board at a future date.
 - Recommended staff summarize the proposed changes in the emergency medical dispatch procedures for possible discussion at the next Communications Center Board meeting on April 29, and provide guidance in his expected absence to the alternate delegate, Director Engellenner.
 - The proposed changes in terminology for ambulances should be uniform throughout the region.

Assistant Chief Haverty stated the rationale for the proposed renaming or retyping of medics is to draw the ambulances back into the fire service nomenclature: private, medic, and rescue ambulances. The County EMS Officers representing fire service are in agreement with the concept presented.

3. Hazardous Materials Truck Company—(Vanderveen)

- One-page memo dated April 12, 2003 distributed to the Board relative to the Hazardous Material Response Team.

- Expressed a need to specify that attaining and maintaining hazardous materials technician level training is a mandatory requirement to include the staff Fire Captain authorized to administer the hazardous materials response program.

Requested information on the incentive pay; felt approval of contracts/side letters is a function of the Board.

Fire Chief Martinez stated the incentive is 5.5% of salary with a maximum of 55 people as stated in a Union side letter, and applies to personnel assigned to delivery of the service in the field. As a matter of practice, the Fire Chief signs side letters with parameters set by the Board. There is no problem bringing the side letters back to the Board if desired.

President Goold suggested some of the issues in the April 12 letter be referred to the Policy Committee chair for possible consideration.

- Further suggestion that the haz mat truck be placed at Station 106.

Fire Chief Martinez stated all locations were considered but Station 109 has the extra storage capacity needed for the haz mat suits.

PRESIDENT'S REPORT—(Goold)

- During his visits to the Administration Building, noted an increase in efficiency given some recent organizational changes.
- Represented the District at a public event and was encouraged by the positive feelings that the law enforcement people have about our agency. Metro and the Sheriff's Office are working closely together for a common goal.

FIRE CHIEF'S REPORT—(Martinez)

- On March 26, Wendy Roof from our District was recognized by the Citrus Heights City Council as Support Staff Employee of the Year. Publicly thanked her—Citrus Heights award to be forwarded in her absence.
- April 2—Firefighter entry test at Cal Expo. 1,253 applications received; 1,073 invited to take the written test. 695 tested—290 passed of which 20 were paramedics.

High cost for the testing process with few paramedic hires. Intern Program to be evaluated further as a stronger feeder program.

- April 14— Fire Captain written test was conducted.
- Grant Funding update:
 - Grant funding for domestic preparedness/terrorism—may receive around \$180,000 for equipment, training, planning, exercise.
 - Previously received a planning grant for \$108,000.
 - Supplemental Grant funding for \$80 billion signed today by the President—possible \$400,000 eligibility at our level.
- Haz Mat training class concluded for Technician level; proceeding with Specialist level.
 - Truck to be in service around July 14.
- April 12—attended the Coast Guard Open House. Units at the Open House included, among others, AARF 114, Rescue 21, Metro Copter 1.
- Contract for services at Mather still in progress.
- April 9—Terrorism/Preparation presentation to the City of Citrus Heights City Council by Deputy Chief Plessas and Captain Stoddard in conjunction with the Sheriff's Department.

April 22—another presentation scheduled in Rancho Cordova.

- Reports indicate an active fire season this year.
 - Activation of the National Guard and the Reserves for the war effort has caused helicopters in addition to pilots to be taken out of service for the fire season, resulting in limited air operations access for CDF and the Forest Service.

Placer CDF, as well as El Dorado and Amador CDF, are interested in our air support. Reached a tentative agreement to provide support for \$1,200 per hour while maintaining the ability to withhold service if it is in the best interest of our District.

- Station construction update—plans underway to include the construction of eight fire stations; future study of consolidating Logistics with Facilities at McClellan. Request for Qualifications (RFQ) for Architect/Engineer due May 1, along with RFQ for Environmental Services due May 8. Both notices posted on the District website.

Staff proposals to be presented to the Board in June to award contracts.

Facility Design Committee named. Property acquisition being researched; decisions will be made by the Board.

Architectural renderings/sketches for Eastern and Berrendo anticipated for presentation by the Project Manager at the next Board meeting.

- Staff restructuring—Assistant Chief Wynn Latta moved from Director of Training to Administration taking over responsibilities of day-to-day operations of some direct reports to the Fire Chief to include Community Services, Finance, Fire Prevention, and the Office of the Fire Chief; Battalion Chief David Baltzell assuming the duties of Director of Training.

More time being spent working at the State and Federal level to ensure this District gets its fair share of funding; monitoring the events of the State budget crisis.

- Yearbook Photos—Board members who missed the first opportunity informed of makeup session scheduled for May 11, 12, and 13, at Station 106. Directors Jones and Stewart received makeup information.

GENERAL COUNSEL'S REPORT—(Price) None

COMMITTEE AND DELEGATE REPORTS:

Executive Committee—(Goold)

- Presentation on today's meeting at 4:00 p.m.
 - Received information on the governance consultants and gave direction to the Fire Chief.

Communications Center Delegate—(Vanderveen)

- Next meeting: April 29, 2003 – 10:30 a.m.

California Fire & Rescue Training Authority—(Stewart)

- Next Meeting—May 30, 2003 – 10:00 a.m.

Finance Committee—(Jones)

- Received presentation.
 - 2003-2004 Preliminary Budget for presentation at the next Board meeting.
- Next meeting—May 21, 2003 – 5:30 p.m.

Policy Committee—(Duveneck)

- Next meeting: May 7, 2003 – 5:00 p.m.

BOARD MEMBER QUESTIONS AND COMMENTS

[Taken out of order after Closed Session]

Granados:

- Requested clarification of the Executive Committee's direction to the Fire Chief on the Governance Project—felt the issue should have come before the full Board.

President Goold stated the Fire Chief has authority to execute contracts within the limits set by this proposal. The Committee concurred with the staff recommendation to authorize the Fire Chief to execute a contract with the consultant team (Taylor-Nelson).

Counsel Price stated the Taylor-Nelson information is attached and copies of the other two proposals will be provided to Director Granados. All firms submitted a proposal within the \$15,000 budget with nominal travel expenses mentioned at the interview process.

- A company with Aerojet contracted to study the fire suppression system for Crown Victoria's.

Jones:

- Reported on the LAFCo election coming up. Thanked the Board for their nomination to the ballot but requested support in the future as a potential alternate instead, with support of Charles Rose for the Special District Representative position.
- Next week will be attending the International Conference of Women in the Fire Service in Denver, Colorado on her own behalf. There are huge aspects for recruitment and retention as part of the seminar and would like to touch bases with staff on any participation level, information gathering or distribution on behalf of Metro.

Fire Chief Martinez suggested Director Jones be sent on behalf of Metro Fire.

- **Board Action:**
General consensus to approve the travel expenditure for Director Jones as our District representative to the Women in Fire Service Conference in Denver.

RECESS TO CLOSED SESSION @ 7:43 PM

Director Engellenner departed at 8:45 p.m.

RECONVENE TO OPEN SESSION 8:55 PM/CLOSED SESSION REPORT

Report by General Counsel Price:

1. LABOR NEGOTIATIONS

Pursuant to California Government Code Section 54957.6

District Negotiator: Deputy Chief Teresa Means

Employee Organization: Sacramento Area Fire Fighters Local 522

The Board discussed items which may form the basis of further contract negotiations with Fire Fighters Local 522—no action taken.

2. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

Significant Exposure to Litigation Pursuant to Subdivision (b) of Section 54956.9 – One (1) case

Claim Against Public Entity Pursuant to Government Code Section 910 by Wendy Sherburne

The Board received advice from Counsel—on a unanimous vote of those present, the claim was rejected.

ADJOURNMENT:

The meeting was adjourned at 9:05 p.m.

Grant B. Goold, President

James M. Stewart, Secretary

Charlotte Tilson, Clerk of the Board